



29th ANNUAL TASTE OF NEW PALTZ

September 15, 2019

GENERAL INFORMATION FOR Food Trucks

General Information

Date: **Sunday, September 15, 2019**

Time: **11:00a.m. to 5:00p.m.**

Location: Ulster County Fairgrounds, Libertyville Road, New Paltz, NY

Anticipated audience: 5,000 visitors from the surrounding region and Tri-State area

General Guidelines

Space is limited to 30 restaurants/farm booths/ food trucks; spaces are filled with vendors who submit completed applications and full payment, in the order in which they are received. When all spaces are full, additional vendor applicants will be placed on a waiting list; the Chamber will draw from the wait list should any contracted vendors be unable to participate.

Summary of Food & Farm Market Booth Activity: Vendor prepared and served food to customers in \$3 and \$5 “taste” quantities. Customers purchase “Tastes” from vendors with Cash (or Credit Card if Vendor chooses to set up and use mobile merchant services devices. This will NOT be provided by the chamber). Vendors are required to provide change to customers, so PLEASE BRING A REGISTER AND SUFFICIENT CHANGE. CHAMBER WILL NOT HAVE CHANGE FOR YOU AND BANKS ARE CLOSED ON SUNDAYS. Vendors will retain 100% of profits from the event. Food Trucks must be Board of Health certified.

Provided:

1. Access to potable water, 100-volt electrical service and waste disposal facilities (no grease disposal available). PLEASE BRING EXTENSION CORDS, THESE WILL NOT BE PROVIDED.
2. Free entry wristbands for the approved number of staff working for the Vendor at the event (number of staff must be provided to the Chamber by August 28, 2019).

Food Truck

Beth Barry, phone 845-255-0243, Beth@newpaltzchamber.org

Please make your check payable to:
NEW PALTZ REGIONAL CHAMBER OF COMMERCE

New Paltz Regional Chamber of Commerce
257 Main Street
New Paltz, NY 12561
845-255-0243
fax 845-255-5189
info@newpaltzchamber.org
www.newpaltzchamber.org





Food Truck Information Sheet

Keep this information for your records.
Food Truck Vendor Obligation

1. Provide the Chamber with a Certificate of Insurance for \$1,000,000, naming the **New Paltz Regional Chamber of Commerce, the County of Ulster, and the Ulster County Agricultural Society** as additional insureds for the event of “Taste of New Paltz,” being held on September 15, 2019 at the Ulster County Fairgrounds on Libertyville Road, New Paltz. The Certificate of Insurance must be received at the New Paltz Regional Chamber of Commerce office by August 28, 2019.
2. Provide a menu of several “Tastes” costing \$3 or \$5 (no higher), which the Chamber must review and approve by August 28, 2019.
3. Post the approved menu at the Vendor’s booth clearly indicating to the customer what is received for the \$3 or \$5 (i.e., size of container, ounces of liquid, number of pieces, etc.).
4. Provide the Chamber with a list of the exact number of staff working for the Vendor at the event and to ensure that staff receive free entry wristbands.(Any staff arriving without a wristband will have to pay admission to enter the fairgrounds.)The vendor's wristband request must be received at the New Paltz Regional Chamber of Commerce office by no later than August 28, 2019.
5. Provide the Chamber with a list of power needs and to ensure that only 110-volt equipment will be used.
6. Comply with all applicable New York State Health Department requirements for a Temporary Food Service Operation.
7. All food, supplies and equipment must be delivered to the assigned booth space by **9:30a.m.**
8. All vehicles not holding product must be moved off-site by **9:30a.m.**
9. All Vendors must be prepared to serve \$3 and \$5 tastes to customers by 10:30a.m.
10. Use only the space assigned to the Vendor.
11. **Provide food and maintain the booth until 5:00p.m. No Vendor may break down and leave early unless asked to do so by the Chamber.**
12. Ensure all garbage is bagged and placed at designated waste disposal bins; will dispose of wastewater at designated wastewater disposal locations; will remove and dispose of oil and grease off-site at an approved location; will place all recyclables at designated recycling bins. Any fines arising out of improper disposal practices will be the responsibility of the Vendor and must be paid in a timely manner.
13. Vendor agrees to keep the area in and around the booth clean during the day and to clean up the booth area at the end of the day; failure to do so will result in a \$100 fine payable to the Chamber, in addition to any disposal fines assessed by the Ulster County Fairgrounds. The Chamber will inspect each food booth area for cleanliness at the end of the event, and Vendor must pass inspection before departing.
14. Vendor will retain 100% of all cash received from patrons.
15. Vendors may not “sublet” or share their booth space to another vendor without prior written permission from the Chamber.
16. Vendors may not solicit donations or funds for organizations or charities in their booths.

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Food Truck 2019 Application & Agreement

Business Name _____

Contact Name (print) _____

Address _____

Telephone _____ Fax _____

E-mail address _____

Booth Fees:

Member
\$250

Non-Member
\$300

**All booth fees are non-refundable.*

_____ I will require electricity for my booth (110v) (no additional charge)

OVER ⇨

I have read, understand and agree to abide by the Vendor Obligations as set forth on the Guidelines and Information. I understand this Agreement and the application fee must be returned to the New Paltz Regional Chamber of Commerce in order to participate in the 2019 Taste of New Paltz. I further understand and agree that if I do not fulfill the requirements agreed to, I may be asked to leave the site of the 2019 Taste of New Paltz.

_____ Vendor _____ Date

PLEASE RETURN WITH FULL PAYMENT TO:
The New Paltz Regional Chamber of Commerce
257 Main Street, New Paltz, NY 12561
845-255-0243.



For office use only

Date rec'd: _____ Health permit app. _____

Method: _____ Cert. of Ins. _____

Amount: _____

2019 Corporate Partners: Principal Partner-The Lalo Group; Leading Partner-RBT LLP, CPA'S; Craft Beer Guild of New York; Associate Partners-Gilday Creative; Supporting Partners-Sawyer Savings Bank; Ulster Savings Bank; Riverside Bank (A division of Salisbury Bank); Central Hudson Gas and Electric Corp.; Hudson Valley Federal Credit Union; The Law Office of James Yastion, PLLC; Fast Signs of the Hudson Valley; and Complete Benefit Solutions



**Food Truck
2019 Application & Agreement
Menu & Staffing Information**

Proposed menu for TASTE OF NEW PALTZ:

Item:

\$ per taste

(continue on back of form, if necessary)

Staffing for TASTE OF NEW PALTZ:

I will need _____ wristbands for my staff and myself.